

Pittsburg State University

KELCE COLLEGE OF BUSINESS

MINUTES

Kelce Leadership Team Meeting

8:30 a.m. March 7, 2012

Present: Ms. Becky Casey, Dr. Din Cortes, Dr. Paul Grimes, Dr. Eric Harris, Dr. Michael Muoghalu

Guests Present: Ms. Angela Neria, Mr. Lindell Haverstic

- I. Building Maintenance Update
 - A. Lindell Haverstic from the PSU Facilities Planning office attended the KLT meeting to give an update on building maintenance projects. Copies of the specs for the summer project were distributed.
 - a. Funds have been assigned to doing some repairs to the Kelce building this summer. Project will begin in mid-May with a completion date at the beginning of August.
 - b. Discussed the work that is being planned on the retaining wall on the east side of the building:
 - i. Retaining wall and ramp will be removed. Drainage issues have been addressed.
 - ii. Stairs will go up from the exit/entrance to a new sidewalk that is at a higher grade.
 - iii. Retaining wall will be removed down to 2 feet below the new grade.
 - iv. Grass seed will be planted in the new area.
 - c. Masonry projects on Kelce
 - i. There will be work completed on the entire building to patch areas that have been damaged, etc.
 - ii. The concrete slab on the north side of the building (behind auditorium) will be repaired / replaced.
 - iii. Discussed the need to possibly move classes due to noise created by masonry and repair work.
 - iv. Parking may be affected with this project.
 - v. Access to the building will not be hindered at all during the course of the project.
 - d. The specifications have planned for possible other projects that might need to be addressed after the work begins.
 - e. Dr. Grimes will send out an e-mail to everyone who works in Kelce with the dates of when the work will be done.
- II. Updates and Announcements
 - A. Grimes
 - a. AACSB team and date recommendations have been submitted for the 2014 visit
 - B. Casey
 - a. 31 applicants for open CIS position
 - b. Discussed issues dealing with the faculty teams (AMM) that are working on gathering information for accreditation
 - i. PQ policy and form for PQ faculty to complete for validating professional experience was discussed.

1. It is difficult to have an all-inclusive list – need to include an “other” option on the list. If validating professional experience form is revised, there is still time to have faculty approve a new policy in the fall.
 - ii. Chairs will ask each of these individuals in their department to complete the form that validates their professional experience.
 - iii. Exceptions can be made for faculty who do not meet PQ standards.
 - c. Dr. Chandra asked Ms. Casey for a copy of the ACIS departmental assessment report as part of the self-assessment team reporting.
 - i. ACIS doesn’t have an assessment process currently in place in order to provide a report. ECON & MGMKT currently do a report.
 - ii. Dr. Harris will provide documents for the college assessment to Dr. Chandra and his team.
 - iii. Discussion followed on Live-Text assessment, MFT and university assessment / strategic planning.
 - d. Need to set up faculty training for advisement of students. Dr. Grimes will ask Suzanne Hurt to facilitate this training.
- C. Cortes – no report
- D. Harris
- a. Discussed all of the duties that have been assigned to the Chair of MGMKT along with assessment, surveys, AACSB, etc.
 - i. Might need to put a faculty member (with course release) in charge of some of these projects in all departments, or give chairs additional course release.
 - ii. Dr. Harris will find out what other schools are doing as far as assessment, etc., when he goes to the Houston AACSB conference.
 - b. Departments should require faculty to meet with the Chair and discuss their goals and objectives each year.
 - c. Steve Horner will come back to PSU next Monday for additional interviews and presentation.
- E. Muoghalu –
- a. Continuing to work on recruiting for the Summer Mini-MBA Program
 - b. There might be interest in hosting an abbreviated Mini-MBA program in June.
- III. Old Business –
- a. Kelce Logo
 - i. Printing experts in University Marketing & Communications are working on specific guidelines to create templates (stationary, letterhead, envelopes, and business cards). Won’t have templates prepared until this summer.
- IV. New Business - none
- V. Adjourn – 10:40 a.m.